

**City of Belmont
PARKS & RECREATION COMMISSION
REGULAR MEETING DECEMBER 7, 2011
MINUTES**

The regular meeting of the Belmont Parks & Recreation Commission of December 7, 2011 was called to order at 7:02 p.m. at the Belmont City Hall Council Chambers.

I. ROLL CALL

COMMISSIONERS PRESENT: Chair (CC) Cheechov, Vice Chair Davis, Commissioner (C) Wright, Youth Commissioner (YC) Zakeri, C Andrews, King, Sullivan, Bortoli and YC Bartee

COMMISSIONERS ABSENT: None

STAFF PRESENT: Parks and Recreation Director (PRD) Gervais and Secretary (S) Saggau

II. APPROVAL OF MINUTES

October 5, 2011

C Wright noted a couple corrections needed to be made on page 1, second paragraph:

(1) Change *tours* to *tools* and (2) Change *Climate Plan* to *Climate Action Plan*.

C King moved, seconded by C Andrews, to approve the minutes of the regular meeting of October 5, 2011 with these corrections. Vote 9-0 in favor.

November 6, 2011

C Davis moved, seconded by C Bortoli, to approve the minutes of the special meeting of November 6, 2011. Vote 9-0 in favor.

III. PUBLIC COMMUNICATION/COMMENTS/ANNOUNCEMENTS

C Bortoli reported on the Senior Advisory Committee meeting. An Agreement with the proposed new lunch contractor, Creekside Grill, will be on the City Council agenda on Tuesday, December 13, 2011. He noted the previous contractor, Poplar Creek, extended their contract to provide service through mid-December so there would be no disruption in the lunch program.

C Sullivan announced that Devil's Canyon Brewing Company is having a community outreach work day at Water Dog Lake and is looking for trail work volunteers on Saturday, December 10, 2011.

PRD Gervais noted the City Council meeting on December 13, 2011 would include the selection of the new Mayor and Vice Mayor.

C Wright commented that the Bike Bridge Grand Opening event went well and was well attended.

IV. AGENDA AMENDMENTS

None.

V. OLD BUSINESS

a. Cipriani Dog Park Improvement Project Revisions

Secretary Saggau gave a review of the progress of this improvement project. The Parks & Recreation Commission reviewed and recommended this project in the fall of 2010 and the City Council authorized an allocation of \$90,000 in February 2011. When the project went out to bid in June of 2011 the bids received were greater than the budget. Staff decided to wait and rebid in winter with construction planned for summer of 2012.

Secretary Saggau explained that staff became aware of a concern of children cutting across the dog park to get to the athletic fields. Staff reviewed the site and determined that a fence could be installed connecting the two entrances to provide a separate pathway to the field. In order to reduce expenses the fence replacement included in the first bid would be eliminated from the project and this smaller portion or fence would be added. The small dog area would be moved over to allow for space for this pathway.

PRD Gervais added these revisions would go back to the City Council for consent and to request authorization to expend additional park improvement funds. He noted Cipriani School is planning an improvement project for 2013 that may include a fence replacement. In addition, the proposed pathway fence would provide a buffer along the hillside between the school playground and the dog park.

An aerial photo of the dog park was displayed showing the location of the parking areas, the dog park, and the athletic field.

PRD Gervais and Secretary Saggau responded to Commission questions.

- Cipriani School locks their gate to the playgrounds because people were taking dogs through the school grounds to get to the dog park.
- The other parking lot has a pathway through Cipriani Park that goes to the athletic field however it is steep and can be difficult for parents with small children and strollers. To improve that path would be a much bigger project and more costly than the installation of the fence.
- The proposed plan would require people to enter the small fenced in area to enter the dog park and use a different gate to go to the pathway; signage would be used to direct

people. Commissioner Wright suggested setting it up so that those using the pathway outside the dog park would have access to the pathway without entering the fenced area. There was discussion on possibilities including a separate gate or having an opening in the fence without using a gate to the pathway. Staff will check if it would be possible to have a separate entrance to the pathway.

- The planned relocation of the Deodar Cedars may be too costly and it is likely to be less expensive to remove them and replace with new trees.
- The bids received were much higher than the original estimate for this project. The new engineer's estimate of \$125,000 still exceeds the original estimate of \$90,000 even though fence replacement was removed from the scope of work.
- In response to C Cheechov's suggestion staff will investigate if the existing trees that are along the proposed new fence line can be left inside of the dog park to provide shade.
- A redefined stone swale is an indentation with river rock to provide drainage; like a French drain.

PRD Gervais explained staff will need to go back to Council and request authorization of the additional costs. If the bids received still exceed \$125,000 it may be necessary to reduce the scope of this project.

C King suggested that the \$8,000 budgeted for the fence for the pathway be taken out of this project and charged to different funds.

C Wright suggested requesting donations for memorial benches or trees. PRD Gervais said a notice could be placed in the kiosk to solicit donations.

Staff is planning to bring this back to the City Council in January or February with a plan to bid in February or March and have the project completed in the summer.

C Davis moved, seconded by C Bortoli, that the revised concept of the dog park as presented be recommended to the City Council along with the request for additional funding as needed.

Vote 9-0 in favor.

b. Review of Neighborhood Outreach for the Davey Glen Park Project

PRD Gervais noted this was an opportunity for the Commission to have a discussion on the on-site meeting and the ideas that came up while talking to those in attendance. He added 18 adults signed in and approximately five children came to the meeting. PRD Gervais explained staff is still making progress on this project working on the environmental compliance and is going to do a traffic study and a geotechnical study. Staff will also look at cultural resources as there was a small Native American presence in the area.

C Wright noted that there were some people that arrived at the meeting later and noted one was a resident of the condominium across the street. This woman was planning to make a presentation to her neighbors and was very enthusiastic about the project. C Wright added Commissioners were also able to answer questions from residents about the park plans.

YC Zakeri noted that some residents have spoken to her expressing concerns about availability of parking on this street.

C King expressed disappointment that more people did not attend this meeting after 825 invitations were mailed but noted that it was necessary and it shows people that we are still working on this park.

C Bortoli questioned how many parking spaces would be removed. PRG Gervais explained one parking spot would be removed for the bubble-out and the bus stop would be relocated or removed to provide the handicapped spot. C Bortoli noted neighborhoods often express concern with the amount of park visitors but it has not been an issue for neighborhood parks. C Wright added most park visitors would come during the day when most of the residents would be at work and parking would be available.

YC Zakeri questioned where the bus stop would be relocated and it was noted that there is a bus stop at the bottom of the hill near El Camino and another going the opposite direction at the top of the hill. PRD Gervais noted that is something that would be considered with the Traffic Study.

VI. NEW BUSINESS

None.

VII. DEPARTMENT REPORTS

A. Questions and Comments

PRD Gervais reported the following:

- There will be landscaping improvements made to the park in middle of the court on College View Way in January. The work will consist of removing the interior asphalt walkway, replacing landscaping and adding a couple of trees.
- PRD Gervais met with Finance Commissioner Mike Peterson to talk about Barrett Community Center and noted he would be a good person to have participate in Barrett improvement discussions.
- The Winter/Spring Activity Guide has been distributed.
- The joint Softball Agreement has been passed by Belmont and San Mateo's City Councils and will be brought to Foster City soon. It appears that there will be a joint softball agreement for the Spring and Summer leagues.

- Staff has been working on getting a long term agreement with Sequoia Union High School District for a five year lease for the swimming pool at Carlmont.
- The Belmont-Redwood Shores School District continues to work on plans for improvements to Ralston, Nesbit and Fox schools. At Fox School the construction planned underneath the soccer field has been relocated due to a PG&E line. This is beneficial in terms of retaining field space.
- There is a volunteer trail work scheduled for Saturday, December 10, 2011.
- The Food Services Agreement will go to the City Council on December 13, 2011.
- The Holiday Craft Faire was a success.
- Staff is looking into getting some grants for the Senior Center. Improvements that would be pursued would be painting the exterior and interior, new carpeting and new furniture.
- PRD Gervais met with C Wright and San Mateo County Energy Watch to look at ways to reduce energy costs.
- PRD Gervais noted that Secretary Saggau received a 30 year award and an Outstanding Service Award.

In response to C Cheechov's questions, PRD Gervais said the Paper Trail signs have not been completed yet. The pamphlet on the new Tree Ordinance has been completed.

Responding to C King's questions the Tree Board will be created after the Commissioners are appointed in March. The City Council will also select the At-Large Tree Board member when they select the Commissions.

C King asked about the status of Foundations. PRD Gervais suggested starting discussions in the spring. He noted that Redwood City has the paperwork together but is having trouble finding board members. PRD Gervais added it has to be determined how much is staff driven and how much is driven by the community. It was decided to put an ad on Patch when this item will be on the Commission's agenda to see if there is interest.

B. Future Agenda Items

Belmont Sports Complex Update
 Senior Advisory Committee Appointment
 National Fitness Campaign

Due to the holiday closure period, PRD Gervais proposed canceling the January Parks & Recreation. It was decided to postpone the meeting one week to Wednesday, January 11, 2011.

VIII. ADJOURNMENT

The meeting was adjourned at 8:15 p.m.

Jonathan Gervais
Parks & Recreation Director